



# TOWN OF BLOWING ROCK ZONING PERMIT APPLICATION

Department of Planning and Inspections  
PO Box 47, Blowing Rock, North Carolina 28605  
828-295-5240 Fax 828-295-5202

[www.townofblowingrocknc.gov](http://www.townofblowingrocknc.gov) email: [planning@townofblowingrocknc.gov](mailto:planning@townofblowingrocknc.gov)

Boxes checked by staff indicate to be completed by applicant. **Fill in all blanks.** Enter N/A if not applicable.

**GENERAL INFORMATION**

Pin# \_\_\_\_\_ Project Name \_\_\_\_\_

Project Location \_\_\_\_\_ Zoning District \_\_\_\_\_

Property Owner \_\_\_\_\_ Phone: \_\_\_\_\_

Property Owner Email: \_\_\_\_\_

Property Owner **Mailing** Address \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant Email: \_\_\_\_\_

Applicant **Mailing** Address: \_\_\_\_\_

**ZONING PERMIT**

Application for:  New Construction  Change in Use  Addition  Other \_\_\_\_\_

Previous Use \_\_\_\_\_ Proposed Use \_\_\_\_\_

Existing Building Sq. Footage \_\_\_\_\_ Proposed Bldg. Sq. Footage \_\_\_\_\_

Existing Height \_\_\_\_\_ Proposed Height \_\_\_\_\_

Description of Improvements: \_\_\_\_\_  
\_\_\_\_\_

Estimated Project Cost \$ \_\_\_\_\_

**SHORT-TERM RENTAL USE**

If the property is changing use to function as a short-term rental, please provide the following information:

TOTAL number of units: \_\_\_\_\_ TOTAL number of bedrooms per unit: \_\_\_\_\_

STR Operator: \_\_\_\_\_

STR Operator **Mailing** Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

STR Operator Signature \_\_\_\_\_ Date: \_\_\_\_\_

**GRADING COMPLIANCE/FLOOD PLAIN COMPLIANCE**

**GRADING:**

Person responsible for land disturbing activity: \_\_\_\_\_

Address: \_\_\_\_\_

Mobile Phone # \_\_\_\_\_ Email: \_\_\_\_\_

Size of disturbed area: \_\_\_\_\_ Square Feet or \_\_\_\_\_ Acres

**FLOOD PLAIN:**

- Is there a stream on the property? ( ) YES ( ) NO
- Does project include a stream crossing? ( ) YES ( ) NO Culvert? \_\_\_\_\_ Bridge? \_\_\_\_\_ Other? \_\_\_\_\_
- Is property in a Special Flood Hazard area? ( ) YES ( ) NO Zone? \_\_\_\_\_ Panel? \_\_\_\_\_
- Is property in a Floodway Zone? ( ) YES ( ) NO
- Will project involve a stream channel relocation? ( ) YES ( ) NO
- Are there any Wetlands on project site? ( ) YES ( ) NO

Agencies Notified: Corps \_\_\_\_\_ NC DWQ \_\_\_\_\_

**Required to be submitted at time of application:**

**SITE PLAN (if applicable):**

- Show property lines and setback areas for project
- Dimensions of proposed project and distance from setback lines
- All street and driveway connections
- Any other features of property (detached garage, sheds, streams, springs, etc.)
- The location and proposed height of all retaining walls (Note: Retaining walls over six (6) feet in height are not allowed in the side/rear setbacks and the wall may not exceed four (4) feet in height within the street setback. Retaining walls which exceed five (5) feet in height must be designed by a licensed professional engineer.)

**GRADING PLAN (if applicable):**

- Contours (existing and proposed)
- Drainage, structures, culverts, etc.
- Narrative explaining timing, and grading and construction sequence
- Limits of disturbance
- Erosion Control Measures

**SHORT-TERM RENTAL INFORMATION (if applicable):**

- Need proof of parking plan for property (contracts, variance approvals, etc.)
- A short-term rental must have one space provided for EACH bedroom – please provide a site plan that shows the designated parking spaces or documentation of any off-site parking for STR.

Upon issuance of this permit, I/we agree to conform to all applicable town ordinances, zoning regulations, and the laws of the State of North Carolina regulating such work and to the specifications of plans submitted. I/we hereby guarantee that the above information is accurate and correct to the best of my/our knowledge.

\_\_\_\_\_  
**Applicant (Printed)**

\_\_\_\_\_  
**Applicant (Signature)**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Property Owner (Printed)**

\_\_\_\_\_  
**Property Owner (Signature)**

\_\_\_\_\_  
**Date**

**STAFF USE ONLY**

**Zoning Permit:#** \_\_\_\_\_ **\$** \_\_\_\_\_ **Date** \_\_\_\_\_ **Receipt/Check #** \_\_\_\_\_